

BY-LAWS OF THE ILLINOIS
HISTORIC SITES ADVISORY COUNCIL

ARTICLE I. MEMBERSHIP

- Section A. As provided in Section 6 of the Illinois Historic Preservation Act, the Council shall consist of 15 members. Of these, there shall be at least 3 historians, at least 3 architectural historians, or architects with a preservation background, and at least 3 archaeologists. The remaining 6 members shall be drawn from supporting fields and have a preservation interest. Supporting fields shall include but not be limited to historical geography, law, urban planning, local government officials, and members of other preservation commissions. All shall be appointed by the Director of the Illinois Historic Preservation Agency and approved by the Board of Trustees.
- Section B. The Director (or designee) of the Abraham Lincoln Presidential Library and Museum, and the Director (or designee) of the Illinois State Museum shall serve on the Council in an advisory capacity as non-voting members.
- Section C. The Council Chairperson shall be appointed by the Director from the Council membership and shall serve at the Director's pleasure.
- Section D. The Council shall elect from their ranks, a Vice-Chairperson for the purpose of conducting business in the absence of the Chairperson.
- Section E. In the absence of the Chairperson and Vice-Chairperson, the Council shall elect from their ranks, an interim Vice-Chairperson for the purpose of conducting business.
- Section F. Removal of members from the Illinois Historic Sites Advisory Council shall be recommended to the Director of the Illinois Historic Preservation Agency for the following reasons:
1. Absence from 3 consecutive Council meetings (except in cases of extended professional leave; whereupon the Director shall appoint an interim member).
 2. Upon conviction of a felony.
- Section G. Vacancy due to death, resignation, extended professional leave removal or otherwise, may be filled by the Director for the unexpired portion of the term.
- Section H. Terms of membership shall be 3 years and shall be staggered by the Director to assure continuity of representation.
- Section I. Members may not serve consecutive terms. A period of one year must elapse between expiration of a term of membership and reappointment.

Section J. Members shall serve without compensation, but shall be reimbursed for actual expenses in the performance of their duties.

ARTICLE II. POWERS

Section A. To recommend nominations to the National Register of Historic Places;

Section B. To recommend removal of places from the National Register of Historic Places;

Section C. To advise the Agency on matters pertaining to historic preservation.

ARTICLE III. MEETINGS

Section A. 1. The Council shall meet at least 3 times a year at the call of the Chairperson. Additional meetings may be held at the call of the Chairperson or at least 5 Council members.
2. Notice of any meeting should be given at least 10 days previously thereto by written notice delivered personally or sent by mail or telegram to each member. Neither the business to be transacted nor the purpose of any meeting of the Council need to be specified in the notice of such meeting unless specifically required by law or by these By-Laws.

Section B. Meetings shall be conducted under Roberts Rules of Order.

Section C. For the purposes of conducting business, the presence of 8 voting members shall constitute a quorum.

Section D. A site must receive affirmative votes in the total of not less than two-thirds of the members present and voting at the meeting in order that the following actions be taken. (A) recommendation for the nomination to the National Register of Historic Places, (B) recommendation for removal of a place from the National Register of Historic Places; and (C) defer consideration of places for the National Registers of Historic Places.

Section E. Proxy votes shall not be allowed.

Section F. Nominations to the National Register of Historic Places will not be presented to the members for consideration and vote through the mail.

Section G. Meetings of the Council shall be subject to compliance with the open meetings law.

Section H. Citizens may appear before the Council to make presentations on nominations. The Chairperson may limit the length of presentations.

Section I. A member can prepare and/or present a National Register nomination form to the Council, but shall abstain in any vote involving the nomination form.

Section J. It is the general policy of the Illinois Historic Sites Advisory Council not to grant deferrals of the consideration of a National Register of Historic Places nomination application at the request of an opposing party. The Council may consider a motion for a deferral if there is evidence that the owner did not receive notice of the nomination, or application in the proper form and manner. The Council may also consider a motion for deferral upon the request of an opponent who presents evidence of the following: a good faith effort to secure evidence or testimony in opposition to the nomination, or application; strong likelihood that such expert evidence or testimony can be secured by the next regularly scheduled meeting of the Council; and that there is no danger to the nominated building or structure during the period of the deferral.

Section K. Council shall not consider written material regarding a place proposed for the National Register submitted to the Council during 10 working days before the Council meeting at which the place is to be considered.

Section L. A place rejected for listing in the National Register of Historic Places can be presented to the Council for reconsideration when (a) one year has elapsed since the last consideration by the Council and (b) substantial and new information is presented in a nomination form meeting all other requirements for inclusion in a Council agenda.

ARTICLE IV. Staff service for Council meetings shall be provided by the Illinois Historic Preservation Agency.

ARTICLE V. These by-laws may be altered, amended, or repealed and new by-laws may be adopted by a majority of the members present at any meeting provided written notice is given to alter, amend or repeal or to adopt new by-laws at such meeting.

Effective as of last amendment, February 22, 2013